

OFFICIAL MINUTES

BURLINGTON AREA SCHOOL DISTRICT

John Anderson                      President  
William Campbell                  Vice President  
Scott Barrett                      Treasurer  
Susan Kessler                      Clerk  
Rosanne Hahn  
David Thompson  
Larry Anderson

Board of Education meeting held on September 13, 2010.

1. Board Vice-President William Campbell called the meeting to order at 7:00 P.M. Present at this meeting were Board members William Campbell, Scott Barrett, Susan Kessler, Rosanne Hahn, David Thompson, Larry Anderson, administrators Dr. David Moyer, Pat Hoffman, Connie Zinnen, Peter Smet and Board secretary Priscilla Crowley.
2. On a motion by Rosanne Hahn, seconded by David Thompson, the Board voted unanimously to approve the minutes of the August 13, 2010 Board meeting.
3. On a motion by Scott Barrett, seconded by Larry Anderson, the Board voted unanimously to approve the bank statement and authorize the payment of bills for August 2010.

**BURLINGTON AREA SCHOOL DISTRICT  
BANK STATEMENT REPORT  
AUGUST 2010**

|                                  |             |
|----------------------------------|-------------|
| <b>School Receipts</b>           |             |
| Registration fees                | \$35,127.00 |
| Technical Education              | \$5,000.00  |
| Parking Passes                   | \$24,473.28 |
| Activity passes                  | \$26,790.91 |
| Athletic participation fees      | \$27,000.00 |
| <b>Community Education Dept.</b> |             |

|                                     |                |
|-------------------------------------|----------------|
| Volleyball Camp                     | \$70.00        |
| Boys Volleyball Camp                | \$90.00        |
| Girls BB Camp                       | \$300.00       |
| Girls Fast Pitch                    | \$500.00       |
| Summer Open Gym                     | \$1,037.50     |
| Pee Wee Tennis                      | \$42.00        |
| Pee Wee Soccer                      | \$18.00        |
| Pee Wee Volleyball                  | \$94.00        |
| Archery                             | \$21.00        |
| Youth Wrestling                     | \$100.00       |
| Coed youth BB                       | \$42.00        |
| Adult miscellaneous                 | \$570.00       |
| Kids Zumba                          | \$50.00        |
| WISE Kids                           | \$44.00        |
| WPRA tickets                        | \$5,170.00     |
| Heat Stroke 100                     | \$3,075.00     |
| Interest on investments             | \$350.35       |
| Transfer from State Investment Pool | \$2,000,000.00 |
| Mobile home fees                    | \$1,759.92     |
| Use of facilities                   | \$1,811.41     |
| Health insurance premiums           | \$265.84       |
| Refunds                             | \$241.87       |
| City of Burlington-copy paper       | \$368.55       |
| Lad Lake-transportation refund      | \$635.85       |
| Gateway Technical                   | \$8,285.00     |
| Student lunch                       | \$20,568.96    |
| Donation – Kohls                    | \$1,000.00     |
| MJ Care                             | \$6,737.50     |
| Swim co-op-Waterford HS, Wilmot HS  | \$11,402.09    |
| Reading Recovery-Lake Geneva        | \$6,189.30     |

|   |                       |
|---|-----------------------|
| PAC House-Waterford HS,<br>Union Grove HS | \$7,527.13            |
| Miscellaneous receipts                    | \$399.72              |
| Activity accounts                         | \$27,876.79           |
| State of Wisconsin-Medicaid               | \$7,871.31            |
| City of Burlington-postponed prop tax     | \$903.10              |
| Tax levy                                  | <u>\$5,926,295.69</u> |
|   |                       |
| Total receipts                            | \$8,160,105.07        |
|   |                       |
| Cash on hand                              | \$1,228,419.04        |
| Receipts-August                           | <u>\$8,160,105.07</u> |
| Available cash on hand                    | \$9,388,524.11        |
| Expenditures-August                       | \$3,370,881.18        |
| Checks returned by bank                   | \$1,800.00            |
| Credit card fees-CED                      | \$224.79              |
| Void checks                               | \$3,485.72            |
| Credit card withdrawal-BASD               | \$3,216.93            |
| Wisconsin Retirement                      | <u>\$201,372.33</u>   |
| Cash on hand                              | <u>\$5,814,514.60</u> |
|   |                       |
| Bank statement balance                    | \$6,518,985.60        |
| Outstanding checks                        | <u>\$704,471.00</u>   |
| Adjusted bank statement balance           | <u>\$5,814,514.60</u> |

4. Recognition of Staff, Students and Programs

The Board of Education recognized Tony Wang for his outstanding achievement in being elected President of Key Club International. Board Vice-President William Campbell presented Tony with a certificate of congratulations. Also recognized by the Board of Education with a certificate of congratulations was teacher Sharon Kelley who acts as advisor for the Key Club at Burlington High School.

5. Resignations, Retirement

The Personnel Committee presented to the Board the following resignations and retirement for approval:

- Peter Morse – part-time French Teacher – Dyer and Karcher Schools – effective 2010-11 school year
- Susan Thomas – Special Education Teacher – Burlington High School – effective October 1, 2010
- Rochelle Rogan – Grade 6 teacher – Dyer Intermediate School – effective 2010-11 school year
- Jackie Koster – Special Education Aide – part-time – effective 2010-11 school year
- Janice Gauger – Special Education Aide – part-time – resignation effective September 1, 2010

Retirement

- Murial Strickler – Confidential Secretary for the Assistant Superintendent – Business Department – effective December 31, 2010

Appendix B

- Joel Graham – 7<sup>th</sup> Grade Girls Basketball Coach – effective 2010-11 school year
- David Lebak – 7/8 Grade Basketball Coach – effective 2010-11 school year
- Linda Amundson – Pom Pon Coach – Karcher Middle School – resignation effective 2010-11 school year

On a motion by Scott Barrett, seconded by David Thompson, the Board voted unanimously to approve the resignations and retirement as presented.

6. Appointments, Contract Overloads, Contract Adjustment

The following appointments, contract overloads and contract adjustment were presented to the Board for approval:

- Jamie Whitehead – Grade 6 teacher, Dyer Intermediate School – effective 2010-11 school year
- Kristianne Kopchinski – part-time 3 ¾ hr. Special Education Aide – Karcher Middle School – effective 2010-11 school year
- Laura Fisher – part-time 3 ¾ hr. Special Education Aide – Burlington High School – effective 2010-11 school year

Department Chair

- David Caldwell – Department Chair for Modern Language – Burlington High School – 2010-11 school year

Appendix B

- Greg Zeman – Class Advisor – class of 2014 – Burlington High School
- Matt Block – Assistant 9<sup>th</sup> Grade Football Coach – effective 2010-11 school year (non-staff)

- Ashley Cates – Assistant Varsity Girls Softball Coach – effective 2010-11 school year (non-staff)
- Joelle Curry – Head Girls Softball Coach – effective 2010-11 school year
- Scott Heian – 8<sup>th</sup> Grade Girls Basketball Coach & Freshman Girls Basketball Coach – effective 2010-11 school year (non-staff)
- Matt Behringer – 7<sup>th</sup> Grade Girls Basketball Coach – effective 2010-11 school year
- Michael Deans – Assistant Football Coach – effective 2010-11 school year (non-staff)
- Jennifer Obertin – Assistant Girls Tennis Coach – effective 2010-11 school year (non-staff)
- Dave Milatz – Assistant 9<sup>th</sup> Grade Football Coach – effective 2010-11 school year (non-staff)

#### Substitute Teachers

- Christine Johnson
- Jennifer Nelson
- Lynda Trestor
- John Turzinski
- Anne Hull
- Lisa Thomas
- Bart Ziegler
- Carolyn Rukas
- Jennifer Petricek
- Helen Lena
- Trisha Dahl

#### Contract Adjustment

- Chris Burish – from 50% to 75% contract – 2010-11 school year

#### Contract Overloads

- Matt Nie – 106.67% to 113.33% contract – 2010-11 school year
- Matt Behringer – 106.67% to 113.33% contract – 2010-11 school year
- Tech Ed Department – Burlington High School – 33% contract overload for 2 terms each – 2010-11 school year
  - Casey Miller – 1<sup>st</sup> & 2<sup>nd</sup> terms
  - Ed Brenton – 3<sup>rd</sup> & 4<sup>th</sup> terms
  - Bob Schmid – 2<sup>nd</sup> & 4<sup>th</sup> terms
- Rae Guth – PAC House – 10.51% overload – 2010-11 school year for HI services delivered to 2 students – 1 at BHS and 1 at Waller School

On a motion by Scott Barrett, seconded by Susan Kessler, the Board voted unanimously to approve the appointments as presented.

#### 7. Field Trips

- Burlington Volleyball – overnight field trips for Joust and Sprawl Tournaments
  - Milwaukee Lutheran Joust – August 27-28
  - West Bend Sprawl – September 24-25

On a motion by David Thompson, seconded by Rosanne Hahn, the Board voted unanimously to approve the field trips as presented.

8. Donations

- Waller Elementary School
  - Eric Thompson – Edward Jones Company – donation of school supplies for Waller Students – 2010-11 school year
  - Fashion Bug – donation of school supplies for Waller students for the 2010-11 school year

On a motion by Rosanne Hahn, seconded by David Thompson, the Board voted unanimously to accept the donations as presented.

- Special Education
  - Joy Kueny – weighted blanket used to provide sensory integration
  - Shannon Doescher – voiced label scanner for the visually impaired to be used at the Project Active Citizen House (PAC)

On a motion by Rosanne Hahn, seconded by Scott Barrett, the Board voted unanimously to accept the donations as presented.

9. Fireworks Display – Homecoming – Burlington High School

On a motion by David Thompson, seconded by Rosanne Hahn, the Board unanimously approved the fireworks display for the 2010 Homecoming at Burlington High School and also stipulated that in the future they would leave the implementation of the fireworks to the discretion of administration and not require that Board approval be sought.

10. Committee Reports

A. Long Range Planning – meeting schedule for September 20, 2010

B. Policy Committee

- **Board action required for the following items from the meeting of August 30, 2010:**

- 2<sup>nd</sup> Reading – Anti-Bullying Policy - #443.71

On a motion by Susan Kessler, seconded by Rosanne Hahn, the Board voted unanimously to approve the Anti-Bullying Policy - #443.71

- State Records Retention Policy

On a motion by Susan Kessler, seconded by Larry Anderson, the Board voted unanimously to approve the State Records Retention Policy in its entirety.

C. Personnel Committee

- **Board action required for the following items from the meeting of September 13, 2010:**

- Administrator Compensation adjustment for one administrator

On a motion by Scott Barrett, seconded by Susan Kessler, the Board voted unanimously to approve the

adjustment in compensation for one District administrator.

- Memorandum of Understanding – Retiree Request – Karen Popchock  
On a motion by David Thompson, seconded by Rosanne Hahn, the Board voted unanimously to approve retiree Karen Popchock’s request outlined in the Memorandum of Understanding
- Teacher Early Retirement Request – Nancy Satola  
On a motion by Scott Barrett, seconded by Rosanne Hahn, the Board voted unanimously to approve the request for early retirement from Nancy Satola.

D. Buildings/Grounds/Transportation – nothing to report

E. Community Education Committee – nothing to report

F. Curriculum Committee – nothing to report

G. Finance Committee

- **Board action required for the following item from the meeting of September 13, 2010:**

- Resolution authorizing temporary borrowing in amount not to exceed \$6,850,000 pursuant to section 67.12(8)(a)1, WIS. STATS. Mr. Smet recommended the low bid from U.S. Bank National Association at an interest rate of .74%.

On a roll call vote this resolution was passed unanimously. The votes were cast as follows:

|                  |        |
|------------------|--------|
| William Campbell | Yes    |
| Scott Barrett    | Yes    |
| Susan Kessler    | Yes    |
| David Thompson   | Yes    |
| Rosanne Hahn     | Yes    |
| Larry Anderson   | Yes    |
| John Anderson    | Absent |

H. Other meetings

- Board Retreat – August 23, 2010 – no Board action required.
- Re-instatement of Student to Burlington High School -2010-11 school year – August 30, 2010 - no further Board action required
- Annual Meeting – August 30, 2010 – no further Board action required

## 11. Superintendent’s Report

Superintendent Moyer reported on the following:

- Board Retreat – Follow-up – reported that concept was successful and a brief synopsis of the meeting was given.
- Administrator Evaluations – a draft of the evaluation has been completed and discussions with administration will continue

- Joint Conference in January - Conference will be held in Milwaukee January 19-31. Interested Board members should notify Priscilla who will make arrangements for registration, etc.
- District Communications Committee – initial meeting has taken place with the President and Vice-President of the BEA. Quarterly meetings will be held with a larger representative group of this organization.
- June Technology Conference – Scott Christensen and David Moyer are working together on this conference and there is a possibility that it will be held at George Williams College in Williams Bay. Scott is also working on an Acceptable Use Policy for staff to sign.
- Student Art Camp - an article on this camp appeared in the Racine Journal Times
- WASB Certificate of Membership - Burlington Area Schools is a member in good standing of the Wisconsin Association of School Boards
- Winkler School 4<sup>th</sup> grade class size – Dr. Moyer explained the reason for the higher number of 4<sup>th</sup> graders at Winkler School
- TIF District – Board members were invited to participate in meetings regarding a TIF District project totaling \$1.7 million dollars. The Board will be asked to vote on this subject and it is felt that one or more members of the Board should be available to attend meetings that are scheduled for Sept. 21 and Oct. 4.
- Dr. Moyer reported that the Burlington Area School District is in compliance with the DPI regarding Part B IDEA

## 12. Adjourn

On a motion by Rosanne Hahn, seconded by Larry Anderson, the Board voted unanimously to adjourn at 7:47 P.M.

Respectfully submitted,

Susan Kessler, Clerk